

## Minutes of the March 6, 2018 UF Gainesville COM Faculty Council Meeting

### Officers Present:

President – Lauren Solberg  
President Elect – Alice Rhoton-Vlasak  
Vice President – Albert Robinson, III  
Past President – Peggy Wallace  
Secretary – Steven Swarts  
Treasurer – Jean Cibula

### Officers Absent:

Advisor – Frank Bova

### Department Representatives Present:

Arlene Naranjo – Biostatistics  
Jen Schoch – Dermatology  
Kelly Gurka – Epidemiology  
Francois Modave – Health Outcomes & Policy  
Dianne Goede – Medicine  
Gregory Murad – Neurological Surgery  
Meredith Wicklund - Neurology  
Andrew Maurer – Neuroscience  
Gibran Khurshid – Ophthalmology (by phone)  
Robert Matthias – Orthopaedics & Rehab.  
Jason Fromm – PA School  
Luis Fernando Seguias – Pediatrics  
Brian Law – Pharmacology & Therapeutics  
Abdel Alli – Physiology  
Steven Swarts – Radiation Oncology  
Priya Sharma – Radiology  
Victoria Bird – Urology

### Department Representatives Absent:

Kimberly Sibille – Aging & Geriatric Res. (by phone)  
Yi Qiu – Anatomy & Cell Biology  
Sonia Mehta – Anesthesiology  
Suming Huang – Biochem. & Molec. Biol.  
Tanya Anim – CHFEM  
Nicholas Maldonado – Emergency Med.  
Lizi Wu – Molec. Genetics & Microbiology  
Emily Weber LeBrun – Obstetrics & Gyn.  
Natalie Silver – Otolaryngology  
Marco Salemi – Pathology  
Richard Holbert – Psychiatry  
Jose Trevino – Surgery

**Invited Speaker:** Keith Stone, M.D., College of Medicine Ombudsman

### Minutes:

1. President Lauren Solberg called the meeting to order at 5:00 PM.
2. Introduction of new department representatives – Lauren Solberg.
  - a. Dr. Sonia Mehta is the new representative for the Anesthesiology Department.
3. The February 2018 Faculty Council meeting minutes were approved.
4. Executive Committee (report from February 15, 2018) – Lauren Solberg, J.D.
  - a. There is a proposed policy for submitting research proposals to go into effect as of June, 22, 2018. As of that date, any proposal with a published deadline must complete all institutional routing approvals through UFIRST and arrive in the Division of Sponsored Programs (DSP) at least two days prior to the Sponsor's published deadline. For any proposal not meeting this deadline, DSP will make every effort to submit to the Sponsor, but will assess a financial penalty of \$6000 to be shared equally among the Principal Investigator, the submitting department or center, and the associated college.
5. Curriculum Committee (report from February 13, 2018) – Victoria Bird, M.D.
  - a. Dr. Louann Cooper presented information regarding the Step 1 test scores, which have improved since last year.
  - b. Dr. Shelley Collins will present information regarding concerns about student mistreatment at

the April Curriculum Committee meeting.

6. Faculty Senate (report from February 15, 2018 meeting) – Lauren Solberg, J.D.
  - a. There was discussion regarding the UF [Guidelines on Managing Classroom Behavior](#), presented by Susan Schaffer, Chair of the Academic Policy Council.
  - b. There was discussion regarding the [Animal Research Task Force](#) update presented by Irene Cooke, Assistant Vice President for Research and Executive Director of Animal Care Services and Charles Wood, Professor and Chair, College of Medicine Department of Physiology & Functional Genomics.
7. Lifetime Achievement Awards – Lauren Solberg, J.D.
  - a. The Council received 14 nominations for the Lifetime Achievement Award. Nomination packets were sent to the Council for review prior to the meeting. The Council voted by ballot at this meeting and chose to present 3 faculty members with Lifetime Achievement Awards.

The 2018 awardees are:

- 1). **Mark A. Atkinson, Ph.D.**  
**Professor, Department of Pathology, Immunology & Laboratory Medicine**  
**Director, UF Diabetes Institute**
- 2). **Timothy C. Flynn, M.D., FACS**  
**Professor, Department of Surgery**  
**Senior Associate Dean for Clinical Affairs**
- 3). **Shih-Wen Huang, M.D.**  
**Professor Emeritus, Department of Pediatrics**  
**Pulmonology & Allergy Division**

8. Faculty Chair evaluations – Lauren Solberg, J.D.
  - a. Professor Solberg sent a revised version of the Faculty Chair Survey questions to the Council earlier this month and requested feedback.
  - b. The questions will stay the same, with ratings on a scale of 1 to 5. The survey will be open for four weeks and responses will remain anonymous.
  - c. The proposed changes are to include 3 text boxes for faculty to provide comments rather than a comment box for each question, with one comment box for comments that may be disseminated verbatim to the Chair, one comment box for comments that will be disseminated verbatim only to the Dean, and one comment box for comments that faculty want anonymized and summarized by a designated Faculty Council Officer for the Dean who may then share with the Chair. The goal is to preserve the integrity of the comments and to be transparent with the faculty about who may review their comments and in what format.
  - d. Professor Solberg asked the Council to re-read the proposed changes to the survey and send her any comments or suggestions within the next week. The changes should be finalized at the April meeting.
9. Baby Gator Childcare Center – Lauren Solberg, J.D.
  - a. Professor Solberg emailed the Director of Baby Gator, Stacy Ellis, with proposed wording to be sent out to COM faculty, soliciting narratives about how Baby Gator has helped them and what needs are envisioned. She's awaiting her response.
10. Faculty Senate nominations for terms starting in August 2018 – Lauren Solberg, J.D.
  - a. A request for nominations for COM representatives on the UF Faculty Senate was sent out on February 15<sup>th</sup> and the nomination period ends today, March 6<sup>th</sup>. The election will be held from

April 1-15, 2018. For more information, including a list of current senators, please see the website <http://senate.ufl.edu>.

11. Upcoming COM Faculty Council elections – Lauren Solberg, J.D.
  - a. Professor Solberg will send Council members an email within the next month regarding the upcoming Faculty Council elections. Elections will be held soon for the Faculty Council Officer positions of President-Elect, Secretary, and Treasurer. Elections will also be held for departmental representatives who will be rotating off in the Spring of 2018 (Departments of Health Outcomes & Policy, Neurology, OB/GYN, Orthopaedics, Pharmacology, Radiation Oncology, Radiology, and Urology).
12. Faculty feedback and dialogue with benefits consultant – Lauren Solberg, J.D.
  - a. In response to discussion at last month's meeting regarding the benefits consultant recently hired by the University, Professor Solberg contacted the UF Vice President for Human Resources, Jodi Gentry. Ms. Gentry plans to work on this primarily through the Faculty Welfare Council and the University Compensation Committee, but stated that she is open to suggestions from faculty. Ms. Gentry will attend the May Faculty Council meeting to discuss this further.
13. Update on COM Ombuds Program – Keith Stone, M.D.
  - a. Dr. Keith Stone was appointed as the UF College of Medicine founding Ombuds in January of 2017 and began seeing "visitors" in March of 2017.
  - b. To date Dr. Stone has presented information about the Ombuds program to 20 COM departments at monthly faculty meetings. He hopes to present to the remaining departments by the end of April.
  - c. Dr. Stone reiterated that the COM Ombuds provides a confidential environment for presentation of questions and concerns; helps identify alternative options and appropriate resources for conflict resolution; explains University policies and procedures, including informal resolution and grievance options; offers an impartial perspective; assists with early strategizing to minimize potential for escalation of conflicts; and identifies patterns of emerging issues and recommends University or COM policy review, as warranted.
  - d. University policies and procedures are available for reference during "visitor" appointments. In addition resources available to the COM Ombuds from the main campus include the Associate Provost for Academic Affairs, the Vice President for Human Resource Services, the Title IX Coordinator and the main campus Ombuds. Health Science Center/COM resources are available from the offices of the Senior Associate Dean for Academic Affairs and Professional Development, the Senior Associate Dean for Research Affairs, the Executive Director of Finance and Administration, and the Employee Relations Manager of Human Resource Services.
  - e. To maintain confidentiality, appointments with the COM Ombuds are only made by email ([stonek@ufl.edu](mailto:stonek@ufl.edu)). No details should be provided other than a request for an appointment along with contact information. Dr. Stone will follow up to schedule an appointment, based on the faculty member's availability, Monday through Friday, 8 AM to 5 PM.
14. Announcements:
  - a. UF retirement benefits comparison with other institutions, presented by David Quillen, M.D., Chair of Faculty Senate: <http://fora.aa.ufl.edu/FacultySenate/Pages/Faculty-Senate/AgendasMinutes2017-2018>
  - b. COM Faculty Appreciation Day, April 4, 2018, 5:30 – 7:30pm, HMEB (including presentation of Lifetime Achievement Award)
  - c. 2018 Medical Education Week, March 12-16, 2018
  - d. Match Day is Friday, March 16, 2018
  - e. 2018 Celebration of Diversity Week, April 2-6, 2018

- f. Circadian Symposium, Michael Rosbash, PhD, Nobel Prize Recipient 2017, 12pm; HPNP Auditorium
- g. Spring Commencements: Ph.D. and M.A., May 4, 2018; M.D., May 19, 2018; P.A. Studies, June 16, 2018

15. President Lauren Solberg adjourned the meeting at 6:03pm.

The next Faculty Council Meeting will be held Tuesday, April 3, 2018 @ 5PM in the Medical Science Building, Room M-112.

*Minutes recorded by Melissa Liverman, Administrative Assistant, and edited by Dr. Steven Swarts and Professor Lauren Solberg.*